



## ***Open Recruitment***

### **MECHANIC II – Temporary**

**Salary Approx. \$4,574.44/Month**

**Open: February 22, 2007**

**Close: When Filled**

The Bay Area Air Quality Management District is currently accepting applications for the position of Mechanic II. There is one (1) position available in the Administrative Services Division, Building and Vehicle Maintenance Section. This is a temporary, unrepresented position.

The Mechanic II is the skilled, journey level class and under general supervision repairs and overhauls automobiles and other vehicles; operates a variety of hand, power and shop tools; work includes diagnosing, servicing, and repairing mechanical, electrical, fuel injection and computer malfunction in vehicles; performs related work as assigned.

#### **EXAMPLES OF DUTIES:**

- Diagnoses and performs major repairs and overhauls to engines, involving inspection and replacement of broken or worn parts such as pistons, piston rings, valves, bearings, fittings, wrist pins, gaskets, etc;
- Diagnoses and repairs, cleans, adjusts and installs fuel, ignition, electrical and cooling systems involving repair and replacement of such parts as carburetors and fuel pumps, starter motors, distributors, generators, voltage regulators, wiring, switches, batteries, and radiators, thermostats, water pumps, etc;
- Diagnoses and repairs and overhauls power transmission systems including such parts as clutches, standard transmission, differential units, front and rear axles, gears, bearings, universal joints and hydraulic units;
- Diagnoses and repairs and adjusts steering mechanisms and other controls;
- Road tests vehicles; drives trucks or equipment as required; inspects vehicles in the shop and field; diagnoses engine electronic computer using diagnostic scope; smog checks and certifies vehicles;
- Diagnoses and performs electrical, hydraulic and other repairs;
- Performs preventive maintenance work;
- Reads and interprets manuals, drawings and specifications;
- Estimates labor, material and equipment and orders parts required to complete assignments;
- Makes oral and written reports of work performed;
- Completes forms and keeps accurate maintenance records;
- Diagnoses, repairs and maintains vehicle air brakes, hydraulic systems and associated power take-off equipment;
- Uses and maintains a full set of hand, power and shop tools and equipment related to the work;
- Observes safe work methods and utilizes safety equipment related to the work.

#### **QUALIFICATIONS**

A typical way to obtain the knowledge and skills is the equivalent to graduation from high school and 2 years of experience in the maintenance and repair of vehicles. Successful completion of appropriate trade school or technical coursework in diesel or gasoline-powered mechanics may be substituted for the required work experience on a year for year basis to a maximum of 1 year.

(Additional information on reverse-side – Also visit [www.baaqmd.gov](http://www.baaqmd.gov))

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In addition, either 1 additional year of journey level experience in repair and maintenance of a variety of vehicles OR completion of a recognized apprenticeship in the vehicle/equipment trade.

### **OTHER REQUIREMENTS**

Must possess a valid California driver's license. Must possess sufficient strength and stamina to lift and remove or install parts weighing up to 100 pounds. Mechanic II must possess a valid Class A smog and brake and lamp license.

ASE Technical Certification is highly desirable.

### **HOW TO APPLY**

Interested individuals must submit a completed BAAQMD application along with a chronological resume. For an application packet, contact the Human Resources Office at (415) 749-4980 or visit our website at [www.baaqmd.gov](http://www.baaqmd.gov). Completed application packets should be returned to: Bay Area Air Quality Management District, Human Resources Office, 939 Ellis Street, Fourth Floor, San Francisco, CA 94109. Except as requested in this announcement, do not include any additional documents, such as letters of recommendation, performance evaluations, work samples, etc. They will not be considered or returned. A resume should be included but will not be accepted in lieu of an official BAAQMD application. Postmarks, faxes, and e-mails will not be accepted.

### **SELECTION CRITERIA**

Selection may be based upon a competitive examination consisting of a combined work product exercise and interview. Depending on the number of qualified applicants, an application screening, examination, and/or panel interview may be used to determine the most qualified applicants.

Persons with disabilities who may require reasonable accommodations during the application and/or selection process should notify the Human Resources Office at (415) 749-4980. EOE